

St. Lucie West Services District
Regular Board Meeting Minutes
January 10, 2023, at 9:00 a.m.

(Please note: These minutes are not verbatim. A CD recording of the Regular Board Meeting is available on file.)

Board Members Present

John Doughney – Chairman – in-person
Dominick Graci – Vice Chairman – in-person
Gregg Ney – Secretary – in-person
Diane Haseltine- Supervisor – in-person
Viorel Mocuta - Supervisor – in-person

Staff Present

Bill Hayden, District Manager, St. Lucie West Services District ("SLWSD") – in-person
Josh Miller, Utilities Director/Assistant District Manager, SLWSD – in-person
Maddie Maldonado, Director of Office Administration – in-person
Lisa -Marie Beans, Human Resources Specialist – in-person
Gerard Rouse, Assistant Public Works Director, SLWSD – in-person
Thomas Bayer, Assistant Utilities Director, SLWSD – in-person
Dan Harrell, District Counsel, Gonano & Harrell – in-person
Fairborz Zanganeh, District Engineer, Infrastructure Solution Services. – in-person
Jason Pierman, Secretary/Treasurer, Special District Services, Inc. ("SDS") – via phone
Laura Archer, Recording Secretary, SDS – in-person

Guests Present (Sign-In Sheet Attached)

A. Call to Order

Chairman Doughney called the Regular Board Meeting to order at 9:00 a.m.

B. Pledge of Allegiance

C. Roll Call

It was noted that 4 Supervisors were in attendance with Supervisor Mocuta absent.

D. Approval of Minutes

- 1. December 5, 2022, Workshop**
- 2. December 6, 2022, Regular Board Meeting**

The minutes of the December 5, 2022, Workshop and the December 6, 2022, Regular Board Meeting were presented for consideration.

A **MOTION** was made by Vice Chairman Graci, seconded by Secretary Ney and unanimously passed approving the minutes of the December 5, 2022, Workshop, as amended, and the December 6, 2022, Regular Board Meeting, as amended.

E. Public Comment

There was no public comment.

**F. District Attorney
DA 1 – Status Report/Updates**

Mr. Harrell had no updates at this time.

**G. District Engineer
DE 1 – Consider Work Authorization No. 3B-34-2206-SU between the St. Lucie West Services District and Cashmere Ventures, LLC**

Mr. Zanganeh presented the item and reiterated the 2 special conditions. He recommended approval.

A **MOTION** was made by Secretary Ney, seconded by Vice Chairman Graci and passed unanimously approving Work Authorization No. 3B-34-2206-SU between the District and Cashmere Ventures, LLC with the following 2 special conditions:

- 1.) All water, sewer and reuse improvements past the points of service shown on the plans shall be the responsibility of the applicant or subsequent owner; and
- 2.) All on-site drainage facilities, including the proposed control structure, shall remain in private ownership and must be the maintenance responsibility of the applicant or subsequent owner.

**H. District Manager
Action Items**

DM 1 – Correspondence from St. Lucie Trail Golf Course Regarding the Possibility of a Land Swap between the District and St. Lucie Trail Golf Course

Matthew Boyd, General Manager of St. Lucie Trail Golf Club, went over his correspondence to the District, explaining that they were only seeking access to the properties to be considered in the land swap, they had no intention of doing anything with any of the property.

Discussion ensued.

A **MOTION** was then made by Secretary Ney, seconded by Vice Chairman Graci and passed unanimously authorizing the District Manager to enter into negotiations for the St. Lucie Trail Golf Club land swap.

DM 2 – Consider Budget Amendment 2023-01 for the Utility Fund Carry Over Projects

Mr. Miller presented the item and recommended approval.

A **MOTION** was made by Vice Chairman Graci, seconded by Supervisor Haseltine and passed unanimously approving Budget Amendment 2023-01 for the Utility Fund Carry Over Projects, as presented.

DM 3 – Consider Advertising a Request for Statement of Qualifications for Stormwater & Utility Engineering Services’ Consider Designation of a Utility Engineering Selection Committee for Stormwater, Potable Water and Wastewater Related Engineering Services

Mr. Hayden presented the item and after yesterday’s discussions, requested direction from the Board.

Discussion ensued regarding forming a committee to determine what the District needs regarding an engineering firm. It was noted that ISS had done a great job with the utility side, but the District needed to find an engineering firm with more time and experience with stormwater issues.

Mr. Miller then indicated he could touch on the various DE projects every month to monitor the progress of each.

After further discussion, a **MOTION** was made by Vice Chairman Graci, seconded by Supervisor Haseltine and passed unanimously tabling this item for 6 months (until the August 2023 meeting) and revisit the matter at that time.

DM 4 – Consider Engaging Grau & Associates to Perform Fiscal Year Ended September 30, 2022, Audit

Ms. Archer presented the item, indicating that it had been received late yesterday afternoon. She noted that Grau was increasing their fee for the Fiscal Year Ended September 30, 2022, Audit by \$1,000 to \$27,000 due to the recent bond. She recommended approval.

A **MOTION** was made by Secretary Ney, seconded by Vice Chairman Graci and passed unanimously approving engaging Grau & Associates to perform the Fiscal Year Ended September 30, 2022, Audit for the not to exceed amount of \$27,000, as presented.

DM 5 – Other Items/Updates

Vice Chairman Graci noted that there was a meeting scheduled with Kings Isle for January 24 to further discuss the right-of-way maintenance.

I. Consent Agenda

Consent Agenda items CA 1 through CA 6 were presented for consideration.

CA 1 – Monthly Report on Public Works Department

CA 2 – Monthly Report on Utilities Operations

CA 3 – Monthly Report on Capital Improvement Projects

CA 4 – Monthly Report on Billing and Customer Service

CA 5 – Financial Statements for November, 2022

CA 6 – Consider Approval to Transfer Funds for the R&R Account & WCF Account Requisitions

CA 7 – Surplus Items

<p>A MOTION was made by Vice Chairman Graci, seconded by Secretary Ney approving Consent Agenda items CA 1 through CA 6, as presented. Upon being put to a vote, the MOTION carried unanimously.</p>
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J. Supervisor Requests

Vice Chairman Graci advised of the Presidents' Council meeting scheduled for January 25, 2023. He indicated he had received 24 replies and he expected more. He noted that Messrs. Hayden and Miller could go over projects in the District.

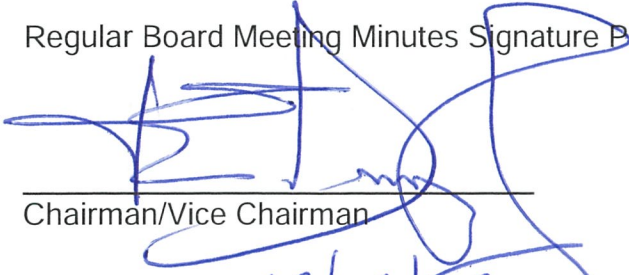
Mr. Miller asked Vice Chairman Graci how much time he needed to fill regarding the new meter project to which Mr. Graci responded about 15 minutes.

Discussion then ensued regarding project management and tracking. The District will look into project management software.

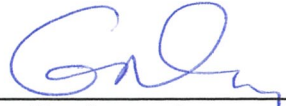
K. Adjournment

There being no further items to be addressed, the Regular Board Meeting was adjourned at 9:47 a.m. There were no objections.

Regular Board Meeting Minutes Signature Page



Chairman/Vice Chairman



Secretary/Assistant Secretary

Date Approved

02/07/23